



SAPTO General Membership Meeting Minutes

March 20, 2017

I. Call to Order (Adrienne Lew)

- a. President Adrienne Lew called the meeting to order at 7:16 pm in the library. Board members present are Ken Wu, Rose Gee, Alice Chew, Rene Batt and Scott Spertzel.

II. Opening Prayer (Mr. Thomas White)

In honor of St. Patrick's Day, an Irish blessing was shown and presented during SAPTO (online video) The prayer had celtic music playing in the background and it was very peaceful and thoughtful. The prayer had a simple message that every day may not be a perfect day, but if you trust that God is with you every day, then you will not be alone and things will be better. It's a nice way to begin the day.

III. Pledge of Allegiance (Adrienne Lew)

IV. Approval of Minutes (Adrienne Lew)

The February meeting minutes were posted on the school website.

May I have a motion to approve the February minutes?

(m/s/p): 1st: Ramelle Ruff 2nd: Sophia Nip Passing: Carried

V. Treasurer's report (Adrienne Lew for Rose Gee)

February 1 st Balance:	\$ 62,169.84
Deposits:	\$ 13,638.25
Disbursements:	\$ 29,118.60
February 28 th Balance:	\$ 46,689.49

A reminder to all event chairs, to submit all receipts to our Financial Secretary within a month of the close of the event. Also, any request for budgets for upcoming events should be made at least a month prior to the event.

VI. Pastor's Report (Dr. Dan Nacimiento)

Thank you to the organizers of the Monte Carlo event. Thank you to Mr. White for his leadership in handling the retrofitting toward the church and toward the school. It's an overall improvement to the school. It will be safer and make it better for all, so thank you.

VII. Principal's report (Mr. Thomas White)

Thank you to Adrienne Lew for all her hard work and her crew and volunteers for a great Monte Carlo night. Thank you to the volunteers for the fun Talent Show. Thank you to Ms. Alioto for attending.

Retrofitting will be a one phase project. Retrofitting to the whole school will begin on Monday (the week following the last day of school). During Easter they will begin demolition so that they can begin work. Will need to remove tiles, remove walls from ground level to the 3rd floor, so that they can build new walls and bolt them. Will take approximately 20 weeks. Will need to bring in portable buildings so we can start 2017-2018 at the same time frame as usual, which is the last week of August. If not, then school will start around 9/5. We will have a definitive

answer in 2-3 weeks because we need the Parish finance council to sign off on the plans to have portable buildings and on the start date. If approved, toward the end of the school year, during the 1st week in June, we will need to move all the classrooms into portable buildings, will conduct it grade by grade. Sometime after Halloween, it should be completed. The portable buildings will provide flexibility so if the retrofitting takes longer than anticipated, there will still be classrooms in place. The portable buildings will be located toward the Funston side (retrofitting work will be fenced off). We are hoping to complete this project within 1 year so there is less disruption and covers one school year. Extended care is still being worked out so it may be at Moriarty Hall or in certain portable buildings. Nothing is definite yet until confirmation is received by the Parish Finance council.

Car Magnets are available for sale - \$5.00. It's something everyone wants, perfect size. It's big so everyone can see it and it an item that your neighbor will ask where they can buy one too.

Also, the play structure will be installed in the school year after the retrofitting is completed (kindergarten thru 3rd graders).

VIII. Committee Reports

a. Sunday Hospitality (Adrienne Lew for Michelle Liwanag)

- i. A reminder that the Easter Celebration will be held on Sunday, April 16 and all are invited. A light lunch will be served followed by an Easter egg hunt.
- ii. Donations are needed for candy, Easter eggs or pre-filled eggs for the Easter egg hunt and baskets for prizes. If you would like to make a donation, please sign up on signup.com and you can drop them off to the health room by April 12 or Moriarty Hall the morning of April 16.

b. Afterschool Treats (Adrienne Lew for Kimmie Goldkrantz)

- i. A reminder that the next AST will be April 7.

c. SAPTO Hospitality (Adrienne Lew for Cindy Ng)

- i. Thank you to Cindy and her hospitality team for preparing our delicious dinner tonight. Cindy spent a total of \$ 356.96 for the January and \$196.09 February's SAPTO dinner.
- ii. I'd also like to thanks the 2nd grade parents for their service tonight as well as Mrs. Alioto who here tonight

d. Scrip (Adrienne Lew for Diane Iwata/Jane Pun)

- i. Scrip has added Dick's Sports and Ross to our on-hand stock. Just a reminder your \$1500 Scrip card purchases need to be completed by April 28, 2017. If you need a last-minute Valentine gift, please stop by the Scrip table.

a. Toner Recycling (Adrienne Lew for David Abrams)

- i. Please continue to bring in your used toner cartridges. You can drop them off in the grey bin by the door. Thank you to all for sending in your used toners

b. Christmas DVD (Adrienne Lew for Janice Loo)

- i. DVD net sales were \$836.12

c. St. Anne Yearbook (Adrienne Lew for May Lee)

- i. Yearbook net sales are \$1,615. There are still a few copies left, so get one before they sell out.

d. Morning Drop off (Adrienne Lew for Stuart Goldkrantz)

- i. Ester Lam stepped down but we have a new Morning Drop off chair – Stuart Goldkrantz. We are still in need of volunteers for the remainder of the year and you are able to help please can sign up for a shift on signup.com

IX. Event Reports (Adrienne Lew)

a. Grandparents Day (Ann Nip/Toni Kleppin)

- i. Grandparents Day was held on February 1st and the attendance was great.
- ii. The budget was exceeded by \$70.60 due to the purchase of extra supplies.

May I have a motion to approve the additional budget of \$70.60 for Grandparents Day?

(m/s/p): 1st: Ramelle Ruff 2nd: Carol Quan Passing: Carried

b. Vision Screening (Sophia Nip)

- i. Vision Screening took place on Friday, February 24th. Student in K, 1st, 3rd, 5th and 7th grades were all screened.
- ii. A total of \$243.60 was spent on supplies.

c. Talent Show & Ice Cream Social (Adrienne Lew for Kimmy Goldkrantz)

- i. The Talent Show and Ice Cream Social was held on March 16 and the net profit was \$204.62.

d. Monte Carlo Night and Silent Auction

- i. Monte Carlo Night took place on Saturday, March 18. We hope everyone who attended had a great time.
- ii. I wanted to thank my co-chairs: Alice Chew, Diane Iwata, Ann Nip and Ken Wu who gave so much of their time over the last 5 months to help plan and run the event. Also thank: Kathy Aclan (catering), Celia Wu (decorations), Toni Kleppin (childcare catering), Sophia Nip (MC'd). Especially, all those who sponsored, donated and volunteered. It was nice to see such a great turnout.

e. Holy First Communion (Adrienne Lew) Only 3rd Grade Parents

- i. Holy First Communion will be held on Sunday, May 7th at the 10:30am mass.
- ii. A budget of \$200 is requested for supplies and refreshments.
- iii. Thank you to Toni Kleppin for stepping up to volunteer

May I have a motion to approve a budget of \$200 for Holy First Communion?

(m/s/p): 1st: Ramelle Ruff 2nd: Min Min Sun Passing: Carried

f. Graduate Parents Night (Adrienne Lew for Bonnie Cheng)

- i. SAPTO presents gifts to the 8th grade parents whose last or only child is graduating. Thank you gifts are presented.
- ii. A budget of \$500 is requested for supplies and the gifts.

May I have a motion to approve a budget of \$500 for Graduate Parents Supplies and Gifts

(m/s/p): 1st: Carol Quan 2nd: Chira Tanyoliac Passing: Carried

g. Board Gifts (Adrienne Lew)

- i. Present gifts to the outgoing board for their time and help.
- ii. A budget of \$500 is requested for gifts.

May I have a motion to approve a budget of \$500 for SAPTO Board Gifts

(m/s/p): 1st: Alice Herlin 2nd: Ramelle Ruff Passing: Carried

X. Open Discussion (Adrienne Lew)

- i. Next SAPTO meeting will be held early next month on April 10 and will be hosted by 1st grade

XI. Meeting Adjournment (Adrienne Lew)

Motion to adjournment the meeting at 7:50 pm.

(m/s/p): 1st: Ramelle Ruff 2nd: Sophia Nip Passing: Carried

Respectfully Submitted:

Alice Chew, Recording Secretary

Date 03/21/2017